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65-6655

MEMORANDUM FOR: Deputy Director for Intelligence
 Deputy Director for Plans
 Deputy Director for Science and Technology
 Deputy Director for Support

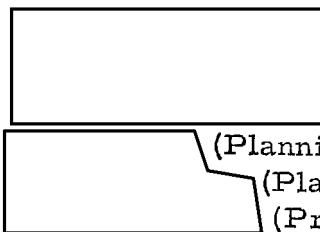
SUBJECT : Agency Planning

1. The purpose of this memorandum is to provide you a brief status report on the Agency's planning activities.

2. The Office of Planning, Programming, and Budgeting will provide a focal point for the Agency's planning, for the review and analysis of programs related to the accomplishments of plans, and for the preparation of long-range budget forecasts and annual operating budgets. The Bureau of the Budget has been advised of this new organization and its mission.

3. The Director has requested that each directorate engage in continuing efforts to develop plans and programs for achievement of the Agency's long-range goals and that full-time Planning Officers be appointed for each directorate. In compliance, directorates have designated the following individuals as their Planning Officers:

DD/I
 DD/S&T
 DD/S
 DD/P



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25X1

4. Directorate Planning Officers will, of course, work as a team with the Office of Planning, Programming, and Budgeting. Together, these elements will comprise the key elements of our planning and programming system.

5. Directorates, through their Planning Officers, are responsible for preparing long-range plans and for participating in the annual preparation of Agency Program Planning Guides. These guides and the issues raised by

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them will be submitted for the Director's approval. Upon approval, they will become the broad, authoritative base for the development, preparation, and execution of the Agency's programs, and they will form the basis for annual discussions of funding levels with the BOB. Program Planning Guides will be kept updated at least annually.

5. The initiation in the Agency of an integrated planning, programming, and budgeting system is pursuant to the Director's instruction that we develop plans and programs necessary to implement the CIA Long-Range Plan. Basic elements of this system were developed in collaboration with the Budget Bureau. This system also complies fully with recent Presidential instructions that such a system be adopted by each agency of the Government.

*Not signed per
information Sally*
L. K. White
Executive Director-Comptroller
1/4/66

cc: D/PPB

25X1 PAS/OPPB:8 Nov 65

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